

Mayor David Anderson called the regularly scheduled council meeting of November 3, 2015 to order at 7:00 p.m. Present for the meeting were Mayor Anderson, Council President Rick Alonzo, Council Members Ron Smith, Connie Wells, and Adam Arthur, Clerk Kris Larson, City Administrator Mike Klaus, City Attorney Andrakay Pluid, Police Chief Vic Watson, Fire Chief Pat Warkentin, Water/Sewer Superintendent Adrian Dice, and Electric Line Foreman Brian Kerins. Also present were Jerry Higgs, Jessica Tingley, and Marcia Cossette.

Jerry Higgs informed council that there is a proposal from the State to close the Idaho National Guard Armory in Bonners Ferry. He said the reasoning is that there is no room for expansion and it is enveloped by commercial and residential development. He is hopeful that we can convince them not to close the Armory in Bonners Ferry. Jerry said the piece of property that the Armory sits on is owned 50 percent by the State and 50 percent by Boundary County. He suggested that Council visit with the County Commissioners to look at a site in the county for the Armory and offer it to the State pro bono. Jerry sent a letter to the editor of BF News that states he is against the closure of the Armory for the following reasons: 1) the location is strategic and it is a military poor decision, 2) our proximity to the international border, 3) Jerry said training costs will go up if the Armory is moved, as our people will have to travel to Post Falls. He said the life skills of rural people are an ideal fit for the military, and most of the remaining Armories will be in the Treasure Valley with urban participants. Jerry said this is the fourth attempt to close the Armory. He again urged council to work with Boundary County to offer land up on the bench somewhere for the Armory to be located.

Jerry Higgs said the voting turnout has been good for the elections today and commented on the number of absentee voters and the statistics for the polls. He said as of 2017 the State of Idaho will require ten digit phone numbers even for local numbers.

Police Chief Vic Watson said in the past two weeks the police department has responded to one no contact order violation, two traffic accidents, one probation violation, one battery case, one driving without privileges, one malicious injury to property, three warrant arrests, and wrote five speeding citations. Vic said there was a big police presence on Halloween but there were no incidents.

Fire Chief Pat Warkentin said there were quite a few trick or treaters that came to the fire station on Halloween. There were nine calls in October and since the last meeting there was a gas leak at Lincoln and Spalding, a chimney fire, a controlled burn that was non-permitted but there were no issues, and some smoke odor investigations. Last week there was pump testing done on the fire equipment.

Mike Klaus showed council a slide show of the substation project and explained the equipment that has been installed pointing out the part the electric crew worked on. Brian Kerins helped explain the equipment also. Another slide Mike presented was the replacement of a sewer line on Chinook Street. Mike said the excavator the City has is a bit light for moving large rocks like they had to do on the sewer project. Mike showed a picture of the old rectangular water tank site. He said the roofing has been removed from the old tank and the concrete was demolished.

Excavation is being done and the fence has been removed. Mike said the hard clay on the tank site helped reinforce the old concrete tank as there was not much rebar.

Mike said with the rain there has been quite a bit of turbidity in the water keeping the crews busy. The street department has been busy keeping the drainage structures clean and winterizing the irrigation systems. Unit two preliminary paperwork is being worked on and he anticipates work to begin in December.

Adrian Dice gave an operations report for the water/sewer department. The sewer line was flushed on Chinook Street and that is how they discovered the problem of collapsed piping. Now the line is fixed and functioning properly. Adrian said after the rainfall there were about eight sinkholes near the roadway where the new sewer line was replaced. Some of the neighbors in the area said there is a lot of fractured rock causing sinkholes in the past. The water department sent all the malfunctioning erts (electronic read transmitters) around the plant to Itron to be assessed and there should be a refund coming. There was a sewer manhole overflow on the Northside due to clothes in the sewer main snagging on roots. Lift station six overflowed briefly due to tripped pumps. Four of the pressure reducing valves were serviced as part of a yearly maintenance program. Joe Higgins got his CDL. Jay Solomon passed his wastewater treatment one test and his wastewater collections one test. Joe and Jay checked all the regular trouble spots and they found and cleared two plugged sewer manholes that were backing up wastewater and they found a gas leak on Lincoln Street. Much work has been done at the sewer lagoons – grading the road and flat area on the north side sloping an area for draining geobags, replaced wooden lids on two effluent chambers, and moved the green storage container to the flattened area. Aerator number three motor was repaired and reinstalled in lagoon one. The Polymer Make-down Unit was set up and training was had. The difference in the dredging effluent water was immediate and remarkable. The department is very happy about the results. There was some high turbidity coming into the water plant after the rain.

Connie Wells moved to add three late additions to the agenda including approving pay request to Probst Electric for the Moyie Line Move; approve change order number one for the pole installation on Roosevelt Street; and executive session per Idaho Code 74-206 (1) (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Rick Alonzo moved to approve the consent agenda. Adam Arthur seconded the motion. The motion passed – Ron smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. The consent agenda contained the following: roll call; approval of accounts payable and payroll; and approval of October 20, 2015 council meeting minutes.

Connie Wells moved to approve the special event permit for Carolyn Testa for the Turkey Trot on November 26, 2015. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Rick Alonzo moved to approve the 2015 beverage license for Yonie E. Solis doing business as Mi Pueblo II. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mike Klaus recommended that council approve the Augusta Street Project pay request for HMH Engineering. He said we are reimbursed 80 percent of the engineering fees on this project. Connie questioned the hours listed as unbilled on the time by job detail sheet submitted for HMH. Mike will ask about this. Connie Wells moved to authorize the Mayor to sign the pay request and approve the payment to HMH Engineering with the stipulation to check the hours marked billed and unbilled. Adam Arthur seconded the motion. Ron Smith asked about the project and it being bid. Mike said this is just for engineering but is part of the Augusta Project, and he explained the selection process for selecting engineers. He does not foresee any increases in the engineering costs for HMH. Mayor Anderson asked Adrian if they have been looking at this project also. Adrian said we are still in the planning stages. Mike said the waterline will be installed on the east side of Augusta by our crew. He said there will be a storm drain and sewer forced main done on the other side of the street and that will probably be done by a contractor. He said the plan is to have the waterline done before June and the rest of the project done before school starts. Welch Comer will do the design work for the water and sewer lines. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mayor Anderson spoke of the Holder C5000 municipal tractor with snow blower being looked at and the history of the previous Holder that we purchased. Mike said John looked at it but did not want to purchase it until City Mechanic, Jimmy, looks at it. The low hours on the machine were confirmed. Ron Smith moved to purchase the 1994 Holder C5000 tractor for \$21,500 after Jimmy has a chance to look at it. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mike said the Moyie Substation project is nearly complete but there is a switch that needs to be replaced that was broken by the contractor. Rick Alonzo questioned the tax that is being charged on the invoice in the amount of \$814. Mike said we don’t pay tax, but the contractor has to, so we have to reimburse them for it. Rick Alonzo moved to approve the payment to Knight Construction for the Moyie Substation project. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. (Clerk’s note: payment amount \$127,326.68).

The group discussed holiday pay and part-time employees. The City pays time and a half for time worked on holidays. The proposed amendment to the personnel policy states that part-time employees must have approval from their supervisors to work on recognized holidays. Rick Alonzo moved to adopt the new provision for holiday pay and part time employees. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

The proposed amendment to the personnel policy regarding sick leave was to add parents to the definition of immediate family for the use of sick leave. Ron Smith moved to add parents of the employee to the definition of immediate family for use of sick leave. Rick Alonzo seconded the

motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Weekend standby duty definition was clarified in the proposed amendment to the personnel policy. Mike Klaus read the following proposed amendment: weekend standby duty compensation does not apply when an employee’s normal work schedule encompasses the weekend, which shall be compensated at the employee’s normal rate of pay. Adrian explained the definition further and said it is cleaning up the verbiage in our policy. Rick Alonzo moved to amend the standby duty regarding weekends that does not apply when an employee’s normal work schedule encompasses the weekend. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mike Klaus read the proposed addition to the hiring policy regarding a six month probationary period. Andrakay Pluid said the City is an at-will employer so employees can be fired for no reason or any reason at all. She explained the probationary status spoken to in our policy applies more to employees applying for promotions within their department. If an employee is on probation they are not eligible for promotion. Ron Smith questioned the firing of employees even though we have a personnel policy and asked about due process. She said the personnel policy gives an employee regress if they feel they have been harassed or retaliated against. Mayor Anderson asked if Andrakay was saying the probationary period is redundant. Andrakay agreed and said it causes confusion. Ron did not understand that a person could be fired for no reason. Andrakay gave an explanation of the Idaho law. Rick likes the probationary verbiage as a new employee knows they have a certain amount of time to learn the job duties and it seems less arbitrary on the supervisor’s part when they let someone go due to them not learning the job. Vic said the probationary period gives a new employee a reason to learn and to perform. He thinks the probationary period is a helpful tool for the police department. Connie thinks it gives the employee a time frame. Andrakay said the probationary period can create confusion as to what type of employer the City is and it opens it up for interpretation. Vic said if this causes more confusion he will go along with what Andrakay is saying. This will be looked at again at the next meeting.

Andrakay said the information systems policy is something ICRMP recommended. Adam Arthur moved to adopt the City of Bonners Ferry Information Systems Policy. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Rick Alonzo proposed giving employees the day after Thanksgiving off and a half day off on Christmas Eve. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Ron Smith moved to approve pay application #1 for Probst Electric for the Moyie Line Move Project. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. (Clerk’s note: \$93,636.75)

Mike Klaus explained about the need for a pole to be replaced that had been damaged by a vehicle accident on Roosevelt Street several years ago. The City was paid \$11,025 by the

insurance company at that time. Since the contractors working on the Moyie line move project have the necessary equipment to replace the pole it would be a good time to do that. Connie Wells moved to approve Moyie line move project change order one to replace a pole on Roosevelt Street. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. Mike said there were four different power systems involved in switching a KV line Saturday night and it was amazing how well it worked. He commended the City electric crew.

Connie Wells moved at 8:04 p.m. to go into executive session per Idaho Code 74-206 (1) (a) to consider hiring a public officer, employee, staff member or individual agent; and Idaho Code 74-206 (1) (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student. Rick Alonzo seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. Executive session ended at 8:20 p.m. No action was taken.

The meeting adjourned at 8:20 p.m.

David K. Anderson, Mayor

Attest:

Kris Larson, City Clerk